

## SIGN PERMIT APPLICATION

City of Manchester, MO  
Department of Public Works, Div. of Code Enforcement  
St. Louis County Gov Ctr., 41 S. Central Ave, 6<sup>th</sup> Floor, Clayton, MO 63105

Ph: 314 615 5184

St. Louis County Permit Application # \_\_\_\_\_

### REQUIREMENTS:

1. Completed Application Form.
2. **Note:** Buildings under 100,000 sq. ft. may not have signs larger than 5% of total frontage space.
3. Five (5) copies of sign drawings, building photos showing improvements to scale. (4 of the copies will be stamped and approved for St. Louis County, 1 copy will be kept by the Municipality.)
4. Payment of the \$100 permit fee.

### PLEASE PRINT

Date			
Project Address			
Applicant			
Sign Company			
Phone		EMAIL /FAX	
Type of Sign			
Tenant Name			

Type of Sign (check all that apply)	<input type="checkbox"/> Commercial	<input type="checkbox"/> Residential	<input type="checkbox"/> Marquee Sign	<input type="checkbox"/> Pole Sign
	<input type="checkbox"/> Ground Sign	<input type="checkbox"/> Wall Sign	<input type="checkbox"/> Projecting Sign	<input type="checkbox"/> Other
	<input type="checkbox"/> Permanent Sign		<input type="checkbox"/> Business sign attached to building	
Sign Dimensions	Height of Sign Face:	Length of Sign Face:	Width of Sign Face:	Size square feet:
Square feet of Building Frontage			<input type="checkbox"/> Bldg larger than 100,000 square feet	
Permit To Be Picked Up By	<input type="checkbox"/> Property Owner		<input type="checkbox"/> Applicant/Contractor	

I hereby certify that the information contained in this application and accompanying plans is correct, and that I will conform to all applicable laws of the City of Manchester and St. Louis County.

Owner/Applicant \_\_\_\_\_ Date \_\_\_\_\_

### PLANNING AND ZONING USE ONLY

#### ZONING APPROVAL

City of Manchester Permit # \_\_\_\_\_

Municipal Zoning Classification \_\_\_\_\_

**FLOOD PLAIN APPROVAL**- Is this project located in a Flood Plain? ☐ Yes ☐ No

Approved By \_\_\_\_\_ Date \_\_\_\_\_  
Director, Planning and Zoning and Economic Development

**Zoning Approval Fees** ☐ Fee paid on \_\_\_\_\_ Amount: \$ \_\_\_\_\_